



WEYMOUTH PUBLIC SCHOOLS

Strong Schools  Strong Community

Building Usage Update Presentation

School Committee

July 25, 2019

Overview

- Introduction
- Fee Schedule
- Rental Process
- Financial Report
- Recommendation



Introduction

In 2017 the Building Usage Sub Committee was created.

Charge of the Committee

- review fee schedule
- review Building Usage Policy (KF-R)
- update application process
- propose recommendations – pilot program

Pilot program included...

- new fee schedule
- elimination of Mullin Field 'light fee'
- reduction of custodian/maintenance staff fee (before & after event) from \$60 to \$35



Fee Schedule

Facility/Field Use	School Organization *	Town or Non Profit Organization	For Profit Organization
Auditoriums	<i>No Charge</i>	\$55/hr	\$115/hr
Cafeterias	<i>No Charge</i>	\$55/hr	\$115/hr
Classrooms, Libraries, MJL Humanities Center	<i>No Charge</i>	\$55/hr	\$115/hr
Gymnasiums (except HS, see below)	<i>No Charge</i>	\$55/hr	\$115/hr
Wrestling Rooms	<i>No Charge</i>	\$55/hr	\$115/hr
WHS - Gymnasium	<i>No Charge</i>	\$70/hr	\$140/hr
WHS – Mullin Field	<i>No Charge</i>	\$80/hr	\$200/hr
WHS – Track	<i>No Charge</i>	\$55/hr	\$115/hr
WHS – Press Box	<i>No Charge</i>	\$25/hr	\$25/hr
WHS – Concession Stand	<i>No Charge</i>	\$60/hr	\$115/hr

*subject to custodial and/or maintenance charges

approved 6/7/2018



Rental Process

APPLICATION

online
application
initiated

request
reviewed by
Building Usage
Coordinator

required
documentation
submitted
electronically

event
confirmation
sent (email)

PRE EVENT

event posted to
school/district
calendar

custodial and
maintenance
staff assigned

space prepped
and set up

POST EVENT

staff
confirms
event details

invoice sent

monthly
reconciliation
& review

"30, 60, 90+
day" letters
sent for past
due amounts



Financial Report

	FY19	FY18	FY17
Revenue	\$162,973	\$181,696	\$208,056
Expenses	\$159,726	\$193,456	\$174,694
Fund Balance	\$68,477	\$65,230	\$76,990

EXPENSES	FY19	FY18	FY17
Staffing	\$105,328	\$142,105	\$151,611
Maint/Repair	\$32,299	\$30,008	\$11,497
Supplies	\$22,099	\$21,343	\$11,586
Total Expenses	\$159,726	\$193,456	\$174,694



Recommendation

- continue with current fee schedule
- fee schedule cycle review by Budget Sub Committee
- streamline & enhance billing process
- considerations going forward
 - monitor maintenance & repair needs
 - contractual impact on custodial & maintenance costs
 - Chapman building project



Questions?

